



Town of Lexington Employment Opportunity

We are currently accepting applications for the position of:

Library Night Custodian For the Public Facilities Department

Full Hourly Range: \$18.81 - \$22.06/ hour

The REQUIRED Town of Lexington application must be received in the Town's Human Resource Department by Friday, January 8, 2016

Come and work in the custodial care and maintenance of buildings in the Town of Lexington—where some of the most historic buildings in the United States can be found! As Night Library Custodian, you will work 40 hours weekly, including Saturday's, to provide full-spectrum floor care including polishing, maintain lighting, remove trash, keep restrooms sanitized, handle spills, replenish supplies, and otherwise clean and maintain facilities, grounds and walkways year-round. No trade licenses required. Experience preferred but not required. Must carry town-provided wireless communications device.

40 Hours per week

One (1) shift working five (5) consecutive, eight (8) hour days, Tuesday through Saturday, Tuesday through Friday 1:00 PM to 9:30 PM, Saturday 8:00 AM to 5:30 PM, with one (1) hour of this nine (9) hour Saturday schedule is to be paid at the overtime rate.

APPLICATION PROCESS

All applicants are required to complete a Town Application form, available from the Town's website, or by emailing jobs@lexingtonma.gov, or by calling 781-698-4590 or by visiting the Human Resources Department. Resumes may be attached to the application form as additional information, but cannot serve as a substitute for completing the required application form.

**Application must be received in the Town's Human Resource Department
by Friday, January 8, 2016.**

The Town reserves the right to modify the application deadline, and/or accept applications after the deadline, to best serve the interest of the community.

After the deadline all applications will be reviewed and the most highly qualified candidates will be invited to one or more interviews. All applicants will be notified of their standing in the process as soon as a decision has been made regarding their individual application. AA/EEO

Prior to appointment, the final candidate will be required to "undergo" a criminal background check (CORI) and a pre-employment physical, including drug screen.

Individuals who need accommodations in order to participate in this process should contact the Human Resources Department.

Questions regarding this hiring process should be addressed to the:
Human Resources Department
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420
781-698-4590